

4 December 1985

MEMORANDUM FOR: Chief, New Building Project Office, OL
Chief, Budget and Fiscal Branch, OL
Chief, Personnel and Training Staff, OL
Chief, Procurement Management Staff, OL
Chief, Security Staff, OL
Chief, Headquarters Operations, Maintenance and
Engineering Division, OL
Chief, Printing and Photography Division, OL
Chief, Procurement Division, OL
Chief, Real Estate and Construction Division, OL
Chief, Supply Division, OL

ATTENTION: Division and Staff Planning Focal Point Officers

FROM:

Chief, Information and Management Support
Staff, OL

SUBJECT: OL Division and Staff FY 1986 "Image Objectives"

REFERENCE: October 1985 Logistics Planning Conference
Conclusions Re OL 1986 Image Objectives

1. In our recent 15 October 1985 OL Planning Conference at
[redacted], we determined our OL FY 1988
initiatives, identified our OL FY-1986 Office and Directorate
level Standard Objectives, and participated in extensive
discussions regarding the results of internal and external
surveys concerning our overall OL Image Objective entitled,
"Conduct a Study of OL's Service Environment and Develop an
Orientation Program to Enhance OL's Service Image." [redacted]

2. With regard to the above "OL Image Objective," it was
concluded that each OL division and staff would best be able to
enhance OL's image by identifying their own "FY 1986 Image
Objectives" (as differentiated from FY 1986 Standard Objectives)
for implementation during the coming year. [redacted]

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3. Accordingly, the Director of Logistics (D/L) tasked each division and staff chief to identify one or more Image Objectives for FY 1986 responsive to each the following themes:

a. A communications-type Image Objective projecting the "Hallmark of your operation for the next year."

b. A procedural review Image Objective which addresses and eliminates unnecessary bureacratic steps in our functional areas. [redacted]

4. The D/L requested that you prepare, submit, and discuss your Image Objectives with him at your subsequent biweekly briefings in late October and early November for D/L approval. As of the IMSS biweekly briefing of 26 November 1985, the D/L informed that all OL division and staff Image Objectives have been discussed and approved. The D/L also requested that each division and staff chief formally submit their approved 1986 Image Objectives to IMSS. [redacted]

5. In view of the above, you are requested to formally submit your FY 1986 Image Objectives milestone charts and descriptive narrative to IMSS by 31 December 1985 and also indicate updated progress on each Image Objective for the First Quarter of FY 1986 in a narrative statement on the related milestone chart. [redacted]

6. Please note that you are responsible for two separate MBO submissions on 31 December 1985. One submission will be the initial submission and updated milestone charts of the above Image Objectives, and the other will be the updated milestone charts and status narratives for the Standard Objectives. As we described to you in our 26 November 1985 planning meeting, IMSS will utilize your inputs to the above Image and Standard Objectives efforts in briefing the D/L on the OL First Quarter MBO review. [redacted]

7. Thank you for your assistance. If you have any questions regarding the above efforts, please call Edie or Marie on extension [redacted]

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cc: D/L
C/IMSS

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